

KENDRIYA VIDYALAYA NAGAON

INSTRUCTIONS FOR FILLING UP THE ADMISSION FORM-

1. Take the print out of the admission form given at the end of this page.
2. (a) Duly fill the admission form
(b) Paste the photograph of the child
(c) Mention your WhatsApp number also in contact/mobile number.
(d) Put parents' signature at the declaration of parents in the admission form.
(On second page of admission form)
3. Enclose self-declaration format as per given in **ANNEXURE – I** (Format attached)
4. Scan the duly filled admission form and other documents in a single pdf file.
(documents mentioned below as per your admission category.)
5. Attach this pdf file in email and send to given email Id-
kvnagaon.admission@gmail.com
6. In the subject line of email mention, the name of student and admission category.
For example- JOHN RTE, JOHN CATEGORY-1 etc.
7. After verification of admission documents, you will receive a confirmation message and copy of challan for payment of fees.
8. Send the school copy of challan/fee receipt to the same email Id.
(kvnagaon.admission@gmail.com)

LIST OF DOCUMENTS TO BE ENCLOSED WITH ADMISSION FORM-

(All document must be self-attested)

1. **For Admission Category 1,2,3 & 4 –**
 - a. Service certificate as per format given in the Online Admission Portal.
 - b. Salary slip
 - c. Birth certificate of student
 - d. Address proof
 - e. Blood group certificate
 - f. Social category certificate (if any)
2. **For Admission Category 5 –**
 - a. Birth certificate of student
 - b. Address proof
 - c. Blood group certificate
 - d. Social category certificate (if any)
3. **For RTE category-**
 - a. Birth certificate of student
 - b. Declaration of distance from school as per format given in the Online Admission Portal.
 - c. Address proof
 - d. Blood group certificate
 - e. SC/ST/OBC-NCL/BPL/EWS certificate of the student
4. **For Single Girl Child (SGC) candidates-**
 - a. Affidavit for Single Girl Child from Notary on stamp paper Rs.100/- as per format given in the Online Admission Portal.
 - b. All other documents mentioned for your category.

KENDRIYA VIDYALAYA NAGAON**Self - Declaration Format**

I _____, Father/Mother of Master/Miss _____
age _____ years, resident of _____

_____ (complete address),

do hereby declare that the information given in admission form of **Kendriya Vidyalaya, Nagaon** and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein. I am well aware of the fact that if the information given by me is proved false / not true at any point of time, **admission has be dimmed cancelled and will liable to punishment** as per guidelines of KVS and the benefit accrued by me or my ward shall be summarily cancelled.

Date:

Place:

Name of the Parent/Guardian:

Signature of the Parent/Guardian:

1BTUF SFDFOU
1IPUPHSBQI

DECLARATION BY THE PARENTS

मैं एतद्वारा घोषणा करता/करती हूँ कि मेरे द्वारा दी गई उपर्युक्त सूचना मेरी जानकारी में सत्य है ।

I hereby declare that the above information furnished by me are correct to the best of my knowledge.

मैं विद्यालय नियमों से प्रतिबद्ध रहूंगा/रहूंगी । I shall abide by the rules of the Vidyalaya.

Date

Signature of Parents

FOR THE OFFICE USE ONLY

1. प्रमाणित किया जाता है कि मैंने आवेदन-पत्र और सम्बद्ध कागजातों की जांच कर ली है ।

Certified that I have checked the application form and the relevant papers are found in order.

Admission Incharge

2. सम्बद्ध कागजातों के निरीक्षणोपरांत एवम् शुल्क प्राप्तोपरांत कक्षा वर्ग में प्रवेश दे ।

Please admit to class section after checking the relevant papers and realise the dues.

Date

PRINCIPAL

दाखिला दिया गया Admitted to Class Section

प्राप्त धन का विवरण

Details of amount received :

शुल्क रसीद संख्या

तिथि

निर्गत

Fee Receipt No.

Dated issued

प्रवेश शुल्क

शिक्षा शुल्क

Admission Fee

Tuition Fee

छात्र निधि

विज्ञान शुल्क

Pupils Fund

Science Fee

योग रु०

Total Rs.

कक्षा उपस्थिति पंजिका में नाम दर्ज किया गया ।

Name has been entered in the Class Attendance Register.

Class Teacher

प्रमाणित किया जाता है कि समस्त प्रविष्टियां छात्र पंजिका में दर्ज की गई एवम् शुल्क का भुगतान इस कार्यालय/कक्षा अध्यापक के द्वारा प्राप्त किया गया ।

Certified that all the entries have been made in the Scholar's register and the dues have been realised by Office / Class Teacher.

विद्यार्थी की छात्र पंजिका संख्या

खण्ड

है ।

The S.R. No. of the student is Vol.

Date

Office Incharge

FILE

Date

PRINCIPAL

CHECK LIST OF DOCUMENTS

Fresh

KV/Army TC

ADM Form No. :

Original TC No. :

Date of Birth Certificate :

Dated :

Residence Proof :

Duplicate Copy of TC :

Blood Group :

Movement Order :

Affidavit (if any) :

RO Verification (if any) :

Counter signed TC (V onwards) :

Service Certificate :